



**Tamil Nadu Small Industries Development Corporation Limited**

Regd. SIDCO Corporate Office: Thiru VI Ka Indl Estate, Guindy, Chennai - 600 032.

CIN: U74999TN19705GC005821 Phone : 2250 1461 / 2250 1422, Fax: 2250 0792

E-mail : ho.sidco@nic.in , website : www.tansidco.tn.gov.in



Rc.No.4732/IE1/2019

Dt. 03.11.2022

To

The Member Secretary,  
Chennai Metropolitan Development Authority,  
Thalamuthu Natarajan Maaligai,  
No.1, Gandhi Irwin Road, Egmore,  
Chennai – 600 008.

Sir,

Sub : TANSIDCO – Development of Single Window Portal for planning permission in Tamil Nadu – Meeting conducted by CMDA on 12.10.2022 – Details called for from the Department – Furnished - Regarding.

Ref : 1. This Office Lr. of even No. dt. 4.3.2022.  
2. Meeting conducted by CMDA on 12.10.2022.  
3. Lr.No.Comp/e.Gov/7689/2021 dt.14.10.2022 from Member Secretary, CMDA, Chennai-08.

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Kind attention is invited to the reference cited above.

As requested during the meeting conducted by CMDA on 12.10.2022 the following details are furnished herewith:

Sl.No.	Details requested	Remarks
1.	The guidelines issued by the Department for granting NOC.	Vide Ref. 1 <sup>st</sup> cited TANSIDCO has already furnished the details in respect of the Guidelines and Procedures followed for issuing No Objection Certificate (NOC) for IT/ITES activities. The detailed guidelines and procedures are given below: Government in <b>G.O.Ms.No.257, MSME ( C ) Department, dated 31.12.2009</b> ordered that IT/ITES may be permitted in <b>Guindy</b> and <b>Ambattur</b> Industrial Estates. Also vide <b>G.O.Ms.No.21, MSME Department dated 20.7.2018</b> . IT/ITES activities are permitted in the two electrical and electronic industrial estates namely <b>Perungudi</b> and <b>Thiruvanmiyur</b> .

Therefore, out of 127 industrial estates managed by TANSIDCO, permission has been accorded for changing line of activity from manufacturing activities (industrial activities) to IT/ITES activities in only above four industrial estates.

**Guidelines:**

- i. Transaction fee of Rs. 90,000/- plus applicable GST for the change in line of activity.
- ii. Transaction fee for total Floor Space Index (IT activity) @ Rs.5/- per sq.ft. subject to a minimum of Rs.50,000/-{This cost to be revised in near future}.

Further, if the space / built up area in the IT building is leased out by the allottee to other companies, a fee of Rs.2/- per sq.ft. per annum or fee as fixed by TANSIDCO from time to time per sq.ft. per annum for the total leased out area in the IT building should be paid by the allottee to TANSIDCO towards fee for leasing permission.

For the issue of NOC to carry out IT/ITES activities by the allottees, the following procedure is followed in TANSIDCO.

1. Allottee has to submit a request letter along with necessary details to the respective Branch Manager of TANSIDCO.
2. Request will be scrutinized by the Branch Manager.
3. Branch Manager has to recommend the proposal to TANSIDCO Corporate Office along with field inspection report.
4. Request will be examined at TANSIDCO Corporate Office. After scrutiny, the applicant will be intimated to make the payment of fees
5. On receipt of payment from the applicant, NOC will be issued to the applicant for carrying out IT/ITES activities.

		6. Applicant has to submit the following documents to the Branch Manager. TANSIDCO for the issue of NOC to IT/ITES activities: 1. Request letter 2. Documents related to allotment / transfer of plot/shed in favour of applicant 3. Building Plan for the proposed IT /ITES activities with details of FSI area. 4. Outstanding dues like maintenance charges, water charges to be paid to TANSIDCO.
2.	Nodal Officers of the Department	General Manager, TANSIDCO.
3.	Timelines for issuing NOC	As per the proposed guideline, the timelines for issuing NOC are as follows: 35days i. On receipt of applications initiation and completion of Branch Manager Inspection and sending proposal to Head Office – <b>15 working days.</b> ii. Raising demand notice– <b>10 working days.</b> iii. Remitting of the fees by the applicant – <b>7 working days.</b> iv. On receipt of payment issuance of NOC– <b>3 working days.</b>
4.	User credentials required	No- Single window portal for planning permission has to be integrated with TANSIDCO portal once the software for NOC for IT/ITES issuance is completed.

2. Further, the CMDA is hereby requested to communicate about the process of integrating the Single Window Portal for Planning permission with TANSIDCO portal for issuing NOCs by the department.

Encl : As above.

For TANSIDCO Ltd,

For E.   
For Managing Director 3.11.22

Copy to :  
The Secretary to Government,  
MSME Department,  
Secretariat, Chennai – 600 009.

For  
3/11/22